

DIRECTORS' ORGANIZATIONAL MEETING
MONDAY, May 15, 2017
555 S. 10TH STREET
BILL LUXFORD STUDIO

I. MINUTES

1. Approval of Director's Minutes May 8, 2017

II. ADJUSTMENTS TO AGENDA

III. CITY CLERK

IV. MAYOR'S CORRESPONDENCE

1. NEWS RELEASE. Reservation Deadline Extended For Mayor's Arts Awards
2. NEWS RELEASE. Lincoln City Libraries Offers Free Video Phone Service For Deaf And Hard Of Hearing
3. NEWS RELEASE. Public Invited To Outdoor Events At Nature Center
4. NEWS RELEASE. Open House For 33rd Street Project Is May 6, 2017
5. NEWS RELEASE. City Encourages Residents To Bike To Work
6. NEWS ADVISORY. Mayor Chris Beutler will discuss the City's water supply and present awards to winners of the annual Water Conservation Poster Contest
7. NEWS RELEASE. Mayor Presents Awards In Annual Water Conservation Poster Contest
8. NEWS RELEASE. Public Invited To Celebrate "Kids To Parks Day"
9. NEWS RELEASE. Open House Set For Salt Creek Bridges Project
10. NEWS RELEASE. Portion Of Fremont Street To Close Monday May 15, 2017

V. DIRECTORS CORRESPONDENCE

PLANNING COMMISSION

1. Action and Agenda, Wednesday May 10, 2017
2. Final Action Notification, May 11, 2017

BOARD OF HEALTH

1. Lincoln-Lancaster County Health Department Report, April, 2017
2. Lincoln-Lancaster County Health Department, Board of Health, April 11, 2017
3. Lincoln-Lancaster County Health Department, Board of Health, April 20, 2017

PUBLIC WORKS AND UTILITIES DEPARTMENT

1. ADVISORY. 33rd St. from Holdrege St. to Madison Ave., Improvements - City Project No. 540044
2. ADVISORY. Water Main Replacement - Touzalin to 70th on Fremont Street - City Project N. 702788

VI. BOARDS/COMMITTEES/COMMISSION REPORTS

1. Public Building Commission (PBC) - Raybould, Camp
2. Board of Health - Raybould
3. Information Services Policy Committee - Raybould
4. District Energy Corp (DEC) - Camp
5. Parks & Rec Advisory Board - Christensen
6. Multicultural Advisory Board (MAC) - Eskridge

VII. MEETINGS/INVITATIONS

See invitation list.

VIII. ADJOURNMENT

MINUTES
DIRECTORS' MEETING
MONDAY, May 15, 2017

Present: Leirion Gaylor Baird, Roy Christensen, Jane Raybould, Trent Fellers, Carl Eskridge, and Jon Camp

Others Present: Teresa Meier, City Clerk; Rick Hoppe, Chief of Staff, Mayor's Office. Jeff Kirkpatrick, City Attorney. Lynn Johnson, Director of Parks and Recreation, Pat Leach, Lincoln City Libraries Director, other City Department heads also present.

Chair Leirion Gaylor Baird opened the meeting at 2:06 p.m.

I. MINUTES

Directors' Meeting Minutes of May 08, 2017

II. ADJUSTMENTS TO AGENDA - None

III. CITY CLERK

Meier, Under Public Hearing - Liquor Resolutions, Items 3 and 4 will be called together. There are four different versions of the resolution, approving it.

Under Public Hearing Ordinances – 3rd Reading Item 9, Bill 1736, there are two different motions to amend. Motion to amend number one, is to make a change on page 10 after line 23, insert a new subsection G to read as follows: The location is property owned, leased or controlled by the City of Lincoln. Motion to amend number two is to make a change on page 10 after line 23, insert a new subsection G to read as follows: The location is property owned or leased by the City of Lincoln. This restriction shall not apply to property the City has leased to or authorized control by another entity.

Item 13, there are five motions to amend. Jeff Kirkpatrick, City Attorney, advised the Council member of the amendments on Item 13, stating there have been five amendments filed, but four and five are the only ones that need to be considered because they include the changes from earlier. Four includes the date of change that was made orally at the last meeting but was never voted on, so it just clarifies the effective date. Amendment number five, there are two things that were discussed as far as the Pension Policy. One was there was a reference of the Pension Administrator and the Plan Administrator, which was confusing so it was made to just Plan Administrator, which will be the Director of Human Resources as defined in the code. But it also clarifies the Plan Administrator will make periodic reviews of the plan and whatever changes seem appropriate will come before the City Council for approval.

Meier also reported on the second Formal City Council Agenda, Item 3 requires Council to suspend the rules to have Introduction and Public Hearing on this date.

IV. MAYOR'S OFFICE

Lynn Johnson, Director of Parks and Recreation, reported the Woods Park Tennis dedication will take place at 4:30 p.m. on Wednesday afternoon. If you're able to join, please do so. Council member, Eskridge advised there is a State Tennis Tournament taking place there this week.

Rick Hoppe reported that there are several requests for Pre-Council to be discussed with the Council members.

1. Landfill Siting Process – There is a need to assign some of the land for future expansion. This is a federal process that has a local action to it. Public Works and Utilities would like to spend a little time with the members of the City Council to explain the plan and the process as there is Legislation associated with it. Pre-Council meeting scheduled for June 12, 2017
2. LNK Stat Meetings/Early Budget Presentations – Emulates a number of other jurisdictions where meetings are held that surround data and try to draw conclusions and make sure that someone is dealing with the outcomes of that data so there is a more strategic plan in place when it actually comes time to budget. It is believed there are some great overtones in this process to the early budget meetings that the Council adopted earlier this year. A presentation to the Council would be beneficial to show what has been done, how it relates and how the process works. This presentation would be a highlight of budget needs that will come in the future. Pre-Council meeting scheduled for July 17, 2017
3. Municipal Bond Rating Elements - As a result of one of the LNK Stat meetings, Finance Director, Mr. Kauffman gave a presentation on the elements that create a bond rating, particularly the Lincoln 'AAA' bond rating. It would be beneficial to the City Council members to see this presentation. Pre-Council meeting scheduled for July 24, 2017.
4. Cost Co Chicken Plant & Lincoln Water – The discussion on this would involve the potential impact that Cost Co Chicken plant could have on the Lincoln water quality and the system in general. Pre-Council meeting scheduled for June 19, 2017.

Camp requests that handout be provided to Council members prior to the scheduled Pre-Council meeting dates for the topics listed above.

V. LIBRARY BOARD APPOINTMENTS

Pat Leach, Lincoln City Libraries Director, reported a request was brought forward by the Library Board in regards to the Library Board vacancy noting two top recommendations from the list of applicants that had been reviewed. One was Walt Broer, it was not realized that his residence is just outside the city of Lincoln which makes him ineligible to serve on the Library Board. The Library Boards second choice is Lisa Hale. What the Library Board of Trustees would like to do at this point is go forward with Lisa Hale, who was the second choice. Lisa Hale is the Vice President with LES and has many community connections. Leirion Gaylor Baird inquired as to when this item would be brought before the Council. Pat responded that it would be introduced next week. The public hearing would likely be June 5, 2017.

VI. BOARDS/COMMITTEES/COMMISSION REPORTS

1. Public Building Commission (PBC) – Raybould, Camp

Raybould reported they are still trying to wrap up all the change orders and applications for the 605 building. There was a Grand Opening/Ribbon Cutting Ceremony. Within the last week a majority of departments are getting moved into the building. Discussion was had on the upgrades to the Bill Luxford Studio. Approximate cost for the upgrades is \$4200.00 which includes software, hardware, and monitors which would be split three-ways Public Build Commission, Lancaster County Commissioners, and the City Council. The upgrades will make it easier for Department Directors to upload information for presentations thus making it more beneficial to those viewing the information.

Raybould noted discussion was had regarding employee parking. They are currently working on policy and procedures to better control the limited parking that is available. One thought was the "J" Street parking that was converted to parking meters, offering these to spaces to employees which would allow

them to apply for a monthly parking permit in those spaces. Another big discussion was had on moving forward with the design work process of the expansion of the North parking lot. This would involve multi-level parking with mixed uses. It is currently in the preliminary stages to get bids on the design work for this project. Initial studies from consultants have been completed.

Camp reported a notice was issued to the 605 building that there would be no use of personal refrigerators. He inquired to the thoughts of the other Council members to the possibility of charging employees for parking and the effect of that per the union agreements. Ideally it would be nice to have free parking for the employees within a radius of a couple blocks of the building. The addition to the North lot is going to be very expensive.

Eskridge responded, the state hasn't offered free parking in the 20 years that he has been there.

Raybould added the big focus will truly be on parking. In addition, the 911 call Center has proceeded with the demolition. Continuation of the demolition will be happening. System changes will be happening to make the space more operational.

Camp added, there has also been some interfacing with District Energy Corp (DEC) and the three main buildings on the campus and keeping temperature levels consistent and efficient.

Raybould reported on the discussion of the sustainability programs. The Public Building Commission has been very proactive. Discussion was had on the Board of Health building and converting the building to LED lighting for energy savings.

Gaylor Baird inquired what departments are now in the 605 building. Raybould responded, Adult Probation, Community Corrections, drug testing offices that came over from Trabert Hall, County Attorney's Office will be moving over, Veteran's Services. There is space for future expansion of a District Court Room and a Juvenile Court Room.

2. Board of Health – Raybould

Raybould reports this was the first meeting without Judy Halstead. Charlotte Burk was present and did a great job. Discussion was had on the revisions and policy that have to be dealt with involving emergency response dealing with food and food safety. The permit passes for temporary and event market food permits have been in place for a long time and are in need of some clean up language. Some discussion was had on the Legislative updates and where the Board is at on some of those items. A presentation was given on the open data program and how the Health Department is fitting in on their component. It was a great presentation and how readily accessible so much data is and how user friendly it is.

3. Information Services Policy Committee – Raybould

Raybould stated that she was not able to attend, nothing to report.

4. District Energy Corp (DEC) – Camp

Camp reported that he will be attending the International Association Conference in June in Phoenix, AZ. Bill Avery and two representatives of LES will also be attending. They will be setting up a DEC for the State Penitentiary; they are currently in the preliminary design stages on this project. Also the District Energy Corp for the LES Operations Center model is underway. One of the biggest items was the discussion on how to utilize the downtown area District Energy's facilities. The West Haymarket has the

capacity. There is also the State office building. A study has been done with a Minnesota group called, Evergreen, on the idea of taking pipes from the West Hay Market and expanding to the east. This would include the Journal Star building and Embassy Suites and continuing expansion down Centennial Mall including the Pershing Center. There was a surprise that came, indicating that some businesses do not want to be on DEC. Cost analysis has been completed and major users would need to come forward and commit to using DEC in order to guarantee the use of DEC which has been used to guarantee the bond.

5. Parks & Rec Advisory Board – Christensen

Christensen reported the meeting was held at the new Parks & Rec office. Two main topics of discussion were the golf report, which is very good this year and the Jensen Park transfer. The meeting ended with a tour of the new offices. Christensen encouraged everyone to visit the facility.

Christensen said farewell to the Board as Gaylor Baird will be taking over as the City Council representative on the Parks & Rec Board

6. Multicultural Advisory Board (MAC) – Eskridge

Eskridge reported he has been on the Board for the past six years and it has been a great opportunity. This past meeting was his last as a new Council member will be taking over.

During the meeting there was a presentation by LPD on traffic stops and cultivating culturally aware police officers and staff. It was a really good presentation.

VII. MISCELLANEOUS ITEMS

VIII. ADJOURNMENT

Chair Leirion Gaylor Baird adjourned the meeting at 2:45 p.m.